



CITY OF LAUREL, MARYLAND

CHARTER RESOLUTION NO. 182

A CHARTER RESOLUTION TO AMEND THE CHARTER OF THE CITY OF LAUREL, MARYLAND, BY AMENDING ARTICLE 300, GOVERNMENT, AND SPECIFICALLY, AMENDING SECTION 320, CLERK TO THE CITY COUNCIL, DEPUTY CLERK.

Sponsored by the President at the request of the Administration.

WHEREAS, the Administration of the City of Laurel, Maryland has reviewed certain sections of the City's Charter relating to staff positions within the City; and

WHEREAS, the Administration has determined that it would be beneficial to update the title and certain aspects of the job descriptions within the applicable Charter section for certain existing City staff positions; and

NOW, THEREFORE, BE IT RESOLVED that the City of Laurel's Charter Section 320, Government is hereby amended:

CHARTER AMENDMENT: Section.320.

Sec. 320. - ~~Clerk to city council~~ City Clerk; ~~Deputy clerk.~~

~~(a)The city administrator~~ The Mayor shall appoint the ~~clerk to the city council~~ City Clerk, which appointment shall be subject to confirmation of the City Council. His or her compensation shall be determined by the Mayor through the City's adopted operating budget. He or she shall attend every meeting of the City Council and shall be responsible for a full account of all meetings of the Mayor and City Council. He or she shall keep such other records and perform such other duties as may be required. For Council duties he or she shall work under the general direction of the President of the City Council or in the absence of the President under the President Pro Tem. The City Clerk shall be responsible under the City Administrator, for organizing, supervising and administering all other operations of the office. ~~The position of the City Clerk~~ clerk to the city council shall be a management position, equal in rank to other City department heads. The City Clerk shall serve at the pleasure of the Mayor. ~~The clerk to the city council shall serve at the pleasure of the city council and may be removed only by a vote of the majority of the entire city council. All benefits, including but not limited to leave, insurance, retirement, and other such benefits which are provided to department heads shall be provided to the clerk to the city council.~~

~~(b)The city administrator may also appoint a Deputy City Clerk to the city council, as may be needed to support the Clerk and members of the City Council. During the absence or unavailability of the City Clerk to the city council, the Deputy Clerk or support staff may assume all or parts of the responsibilities and duties of the Clerk, including the signing and certifying of all documents, correspondence, ordinances and resolutions as may be required. Such signature and certification by the Deputy Clerk or other designated support~~

~~staff shall have the same force and effect as that of the Clerk. He or she shall be under the direct supervision of the City Clerk. to the city council, subject to the general direction of the president of the city council, or in the absence of the president, or the president pro tem.~~

AND, BE IT FURTHER RESOLVED, that the date of adoption of this Charter Resolution is the **28th** day of **April**, 2025, and that the amendment to the Charter of the City as herein adopted, shall be and become effective on the _____ day of _____, 2025 unless on or before the ___ day of _____, 2025, a Petition for Referendum on this Charter Resolution is filed in writing with the Mayor or City Administrator, by 5:00 pm pursuant to the provision of Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland.

AND, BE IT FURTHER RESOLVED, that this Resolution shall become effective on the _____ day of _____, 2025.

PASSED this _____ day of _____, 2025.

SARA A. GREEN, CPM, MMC
City Clerk

KYLA M. CLARK
President of the City Council

APPROVED this _____ day of _____, 2025.

KEITH R. SYDNOR
Mayor